

City of Columbia

701 East Broadway, Columbia, Missouri 65201



Agenda Item Number: B 184-14

Department Source: Police

To: City Council

From: City Manager & Staff

Council Meeting Date: June 16, 2014

Re: 2014 Enforcing Underage Drinking Laws Grant

Documents Included With This Agenda Item

Council memo, Resolution/Ordinance, Exhibits to Resolution/Ordinance

Supporting documentation includes: None

Executive Summary

Staff has prepared for Council consideration an ordinance authorizing acceptance of grant, and appropriating funds in the amount of \$12,552.00 from the Missouri Department of Public Safety for the 2014 Enforcing Underage Drinking Laws Grant #2014-EUDL-04.

Discussion

This grant provides overtime funding for officers and payment for minors to conduct special enforcement operations, and special events/task force operations.

The contract period is April 15, 2014 - September 30, 2014

Fiscal Impact

Short-Term Impact: The Department of Public Safety Grant provides reimbursement for enforcement activities. No additional costs to the city for the next two years.

Long-Term Impact: No additional cost to the city for years beyond two.

Vision, Strategic & Comprehensive Plan Impact

Vision Impact: Community Facilities and Services

Strategic Plan Impact: Health, Safety and Wellbeing

Comprehensive Plan Impact: Not Applicable

Suggested Council Action

Staff recommends approval and passage of ordinance.

Legislative History

No legislative history

City of Columbia

701 East Broadway, Columbia, Missouri 65201



A handwritten signature in black ink, appearing to read "Kurt M. Ernst", is written over a horizontal line.

Department Approved

A handwritten signature in black ink, appearing to read "MM", is written over a horizontal line.

City Manager Approved

Introduced by _____

First Reading _____

Second Reading _____

Ordinance No. _____

Council Bill No. B 184-14

AN ORDINANCE

accepting the 2014 Enforcing Underage Drinking Laws grant from the Missouri Department of Public Safety; appropriating funds; and fixing the time when this ordinance shall become effective.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. The City of Columbia accepts an Enforcing Underage Drinking Laws grant from the Missouri Department of Public Safety in the amount of \$12,552.00 and authorizes the City Manager on behalf of the City to enter into a grant agreement with the Missouri Department of Public Safety. The form and content of the grant agreement shall be substantially in the same form as set forth in "Exhibit A" attached hereto.

SECTION 2. The sum of \$12,552.00 is hereby appropriated from the Federal Revenues Account No. 110-2120-461.10-22 G-EUDL to the following accounts:

\$11,688.00	Overtime	Account No. 110-2120-511.01-41 G-EUDL
\$864.00	Temporary Positions	Account No. 110-2120-511.01-05 G-EUDL

SECTION 3. This ordinance shall be in full force and effect from and after its passage.

PASSED this _____ day of _____, 2014.

ATTEST:

City Clerk

Mayor and Presiding Officer

APPROVED AS TO FORM:

City Counselor

CERTIFICATION: I certify there are sufficient funds available in the Federal Revenues Account No. 110-2120-461.10-22 G-EUDL to cover the above appropriation.

Director of Finance



**Missouri Department of Public Safety
Office of the Director**

AWARD OF CONTRACT

**PO Box 749
Jefferson City, MO 65102
573/751-4905
www.dps.mo.gov**

Contractor Name:

Columbia, Police Department

Project Title:

Columbia 2014 Enforcing Underage Drinking Laws Grant

Contract Period:

FROM: **4/15/2014** TO: **9/30/2014**

State Funds Awarded:

\$12,552.00

Contract Number:

2014-EUDL-04

Award is hereby made in the amount and for the period shown above to the above mentioned Contractor. This award is subject to compliance with the general conditions governing grants and contracts, as well as any attached Special Conditions. This award is also subject to compliance with all current applicable federal and state laws, regulations and guidelines.

The undersigned hereby certify acceptance of the above described contract on the terms and conditions specified or incorporated by reference above and herein, including those stated in the contract application.

Authorized Official Signature:

Michael Matthes

Date

Project Director Signature:

Kenneth Burton

6.2.14

Date

This contract shall be in effect for the duration of the contract period stated herein, and funds shall become available on the award date with the signed return of this form to the Missouri Department of Public Safety and the signature of the director of the Department of Public Safety.

Director, Missouri Department of Public Safety

Award Date



**The Missouri Department of Public Safety, Office of the Director
Juvenile Justice Program Certified Assurances
Enforcing Underage Drinking Laws (EUDL)**

Contractor Name:	Columbia, Police Department	Contract Number:	2014-EUDL-04
Project Title:	Columbia 2014 Enforcing Underage Drinking Laws Grant		

In addition to the general terms contained in the *EUDL Application Packet, (Funding Opportunity Guidelines)* the Applicant is also conditioned upon and subject to compliance with the following assurances:

1. The Applicant assures that it shall comply, and all its subcontractors shall comply, with the applicable provisions of the ***Enforcing Underage Drinking Laws Grant Program***, the ***DPS Financial and Administrative Guide***; the current edition of the ***Office of Justice Programs Financial Guide***; the current ***EUDL Grant Application Packet (Funding Opportunity Guidelines)***; and all other applicable federal laws, orders, circulars, or regulations.
2. **Availability of Appropriated Funds:** The Applicant understands all awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed. It is understood and agreed upon that in the event funds from state and/or federal sources are not appropriated and continued at an aggregate level sufficient to cover the contract costs, or in the event of a change in federal or state laws relevant to these costs, the obligations of each party hereunder shall thereupon be terminated immediately upon receipt of written notice.
3. **Evaluation:** The Applicant agrees to maintain the programmatic and financial records necessary to evaluate the effectiveness of the program.
4. **Reporting:** The applicant agrees to submit, via the DPS WebGrants System, the **Monthly Operational Performance Report, Monthly Report of Expenditures, Monthly Detail of Expenditures, and supporting documentation** by no later than the **10th day of each month**. The Monthly Report of Expenditures is due each month whether or not your agency has expended any grant or local match funds. *Failure to submit these reports by the 10th of each month could result in the termination of your contract with the Department of Public Safety.*
 - a. Please include the following on the detail sheet: name of officer, pay period for payroll being requested, number of hours claimed, and hourly rate.
 - b. Also, on the detail sheet, include the name of the underage undercover operative, the dates worked, the number of hours claimed, and the hourly rate. *(If applicable.)*
5. The applicant assures that only actual costs for budget line items will be submitted on the Monthly Expenditure Reports.
6. Furthermore, the subgrantee assures that the following supporting documentation for each operational area will be provided to the Department of Public Safety when claiming reimbursement
 - a. Compliance Check Operations
 - Copies of municipal tickets and/or summonses issued as related to the enforcement of underage drinking laws
 - Name and address for each establishments checked and the outcome of the check (pass/fail)
 - Copy of each Officer's timesheets that denote the date, time, and type of EUDL hours worked
 - Copy of Underage Operative's timesheet that denotes the date, time, and type of EUDL hours worked.
 - b. Party Prevention & Controlled Party Dispersal Operations
 - Copies of all issued municipal tickets and/or summonses
 - Copies of Officers' timesheets that denote the date, time, and type of EUDL hours worked
 - c. Special Events Management Operations
 - Copies of all issued municipal summonses and/or tickets
 - Copies of Officers' timesheets that denote the date, time, and type of EUDL hours worked

d. EUDL Bar Patrol Operations

- Copies of all issued municipal tickets and/or summonses
- Name and address listing for all establishments checked and the outcomes (pass/fail)
- Copies of Officers' timesheets that denote the date, time, and type of EUDL hours worked

The subgrantee may modify copies of tickets and summonses to omit sensitive identifying information, as long as the documentation still clearly supports the EUDL activities and expenditures claimed.

The subgrantee also understands that reimbursement will not be made if this supporting documentation does not accompany a reimbursement claim.

7. **MIP:** The applicant agrees to comply with Section 223(a)(12) of the Juvenile Justice and Delinquency Prevention Act (JJDP). Juveniles charged with Minor in Possession of Alcohol should be held in a non-secure, unlocked, multipurpose area, such as a lobby, unlocked office, or an unlocked interrogation room which is **not** designed, set aside, or used as a secure detention area. In addition,
 - a. A juvenile may not be physically secured to a cuffing ring/rail or other stationary object during the period of custody in the area;
 - b. The use of the area is limited to providing non-secure custody only long enough and for the purpose of identification, investigation, release to parents, or arranging transfer to an appropriate juvenile facility or to court;
 - c. The area cannot be designed or intended to be used for residential purposes; and
 - d. The juvenile must be under continuous visual supervision by a law enforcement officer or facility staff while the juvenile is in non-secure custody (Federal Register, Volume 53, No. 512).
 - e. A juvenile placed in a law enforcement vehicle for transportation may be handcuffed.
8. **Undercover Minor – Requirements:** The applicant agrees to comply with Title 11 of the Missouri Code of State Regulations, Division 70-2.280, which requires that specific guidelines be followed when using minors in undercover alcohol compliance check investigations. Information on these rules and regulations, as well as the Division of Alcohol and Tobacco Control checklist for conducting alcohol compliance checks within your jurisdiction will be provided at the EUDL Compliance Seminar.
9. **ATC Reporting:** If violations occur on a licensed premise, the subgrantee agrees to forward a copy of this information to the Division of Alcohol and Tobacco Control.
10. **Administration:** The Applicant agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs Financial Guide and the current EUDL Funding Opportunity Guidelines. The Applicant shall fully coordinate all activities in the performance of the project with those of the Missouri Department of Public Safety, Office of the Director.
11. **Personnel:** The Applicant assures that time/attendance records shall support any personnel costs and that proper records shall be maintained to adequately substantiate time spent to carry out the specific objectives for which the contract was approved. These records must clearly show the hours worked and time spent specifically on this grant project. Job descriptions will also be maintained. Payroll records and signed time sheets shall be made available during monitoring visits.
12. **Interest:** The Applicant assures that federal funds will not be used to pay interest or any other financial costs. The Applicant shall refund any interest earned on federal funds to the Missouri Department of Public Safety, Office of the Director.
13. **Non-Supplanting:** The Applicant assures that federal funds awarded will be used to supplement (add to) existing funds and not substitute or replace local or state funds that have been appropriated or would otherwise be spent for the same purpose. The Missouri Department of Public Safety, Office of the Director, may take corrective action as it deems necessary. Suspension of federal and/or state funds, suspension or debarment from federal and/or state grants, recoupment of monies provided under this grant, and civil and/or other criminal penalties may be imposed. Potential supplanting will be the subject of monitoring and an audit.



**The Missouri Department of Public Safety, Office of the Director
Juvenile Justice Program Certified Assurances
Enforcing Underage Drinking Laws (EUDL)**

14. **Auditing:** The Applicant agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues that may be identified by from OMB Circular A-133 audits (and any other audits of Office of Justice Programs grant funds) are not satisfactorily and promptly addressed, as further described in the current edition of the Office of Justice Programs Financial Guide, Chapter 19. The Applicant further agrees to provide an annual audit of their organization, if required, in accordance with the provision of the Office of Management and Budget Circulars applicable to their organization.
15. **Fiscal Procedures:** The Applicant assures that fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary to keep such records as the Missouri Department of Public Safety, Office of the Director, shall prescribe will be provided to assure fiscal control, proper management, and efficient disbursement of funds received under this contract. These records will clearly delineate other sources of revenue that may be utilized for this project and/or by this agency.
16. **Documentation:** The Applicant assures that it shall maintain such data and information and submit such reports, in such form, at such times, and containing such information as the Missouri Department of Public Safety, Office of the Director, may require. This includes any additional information that may be necessary in follow-up to monitoring and/or audit issues and in response to requests from the U.S. Department of Justice.
17. **POST Certification:** If the Applicant is a law enforcement agency, the Applicant assures that the agency is in compliance with Sections 590.100 to 590.180, RSMo. Section 590.180, subsection 2, states "any law enforcement agency which employs a peace officer who is not certified as required by Sections 590.100 to 590.180 shall not be eligible to receive state or federal funds which would otherwise be paid to it for purposes of training and certifying peace officers or for other law enforcement, safety, or criminal justice purposes."
18. **UCR and Racial Profiling:** If the Applicant is a law enforcement agency, the applicant assures that the agency is in compliance with the provisions of Section 43.505, RSMo, relating to uniform crime reporting and Section 590.650, RSMO, relating to racial profiling.
19. **Media:** When discussing the EUDL Grant Program in print or electronic media, the subgrantee agrees to include an acknowledgement of the funding source similar to the following:

"This project was supported by funding made available through the EUDL Grant Program contained in the Juvenile Justice and Delinquency Prevention Act administered by the Office of Juvenile Justice and Delinquency Prevention; the Missouri Department of Public Safety, Office of the Director; and the Missouri Juvenile Justice Advisory Group."
20. **Anti-Lobbying:** The Applicant agrees to comply with the Anti-Lobbying Act (18 USC Section 1913) as amended to expand significantly the restriction on use of appropriated funding for lobbying. This expansion also makes the anti-lobbying restrictions enforceable via large civil penalties, with civil fines between \$10,000 and \$100,000 per each individual occurrence of lobbying activity. These restrictions are in addition to the anti-lobbying and lobbying disclosure restrictions imposed by 31 USC Section 1352. The Applicant further agrees to comply with any state anti-lobbying laws and guidelines.
21. **Debarment, Suspension, and Other Responsibility Matters (direct recipient):** The Applicant agrees to comply with all provisions as required by Executive Order 12549, Debarment and Suspensions, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510. Applicant further agrees to comply with any debarment, suspension, and other responsibility matters contained in states laws and guidelines.
22. **Non-Profit Organizations:** All nonprofit subrecipients of funds provided under the Juvenile Justice and Delinquency Prevention Act must have 501(c)(3) status recognized by the Internal Revenue Service. The nonprofit Applicant certifies its 501(c)(3) status is recognized by the Internal Revenue Service and the Missouri Secretary of State and is in good standing.
23. **For-Profit Organizations:** Commercial organizations agree not to make a profit as a result of an award and not to charge a management fee for the performance of an award. Furthermore, commercial organizations agree to comply with the contract cost principles of subpart 31.2 of the Federal Acquisition Regulations.

24. **Government Performance and Results Act (GPRA)**: The Applicant agrees to collect data (on a quarterly, semi-annual, or annual basis, as requested) appropriate for facilitating reporting requirements established by Public Law 103-62 for the Government Performance and Results Act. The Applicant ensures that valid and auditable source documentation is available to support all data collected for each performance measure specified in the program solicitation.
25. **Right in Intellectual Property**: The Applicant understands that the Department of Justice reserves certain rights with respect to data, patentable inventions, works subject to copyright, and other intellectual property associated with an award of federal funds. See 28 CFR Sections 66.34, 70.36, and 37 CFR Part 401.
26. **Department of Justice Information Technology Standards**: The Applicant agrees that, as appropriate, all equipment and software developed under this project will comply with Department of Justice information technology interface standards, including the National Criminal Intelligence Sharing Plan, the Global Justice XML Data Model, and the Law Enforcement Information Sharing Plan. A list of additional standards can be found at the Office of Justice Programs Standards Clearinghouse.
27. **Federal Funding Accountability and Transparency Act (FFATA) of 2006**: The Applicant agrees to comply with the requirements of the Federal Funding Accountability and Transparency Act (FFATA) of 2006.
28. **Drug-Free Workplace (Grantees other than Individuals)**: The Applicant agrees to comply with provisions, as required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620.
29. **Drug-Free Workplace (Grantees who are Individuals)**: As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620
- a. As a condition of the grant, I certify that I or any employee of this agency will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and
 - b. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I or any employee of this agency will report the conviction, in writing, within 10 calendar days of the conviction, to:

Department of Justice
Office of Justice Programs
ATTN: Control Desk
810 Seventh Street, N.W.,
Washington, D.C. 20531

and

Missouri Department of Public Safety
Office of the Director
Juvenile Justice Unit
P.O. Box 749
Jefferson City, MO 65102-0749

30. **Federal Standard Assurances**: The Applicant hereby assures and certifies compliance with all federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-110, A-122, A-133 which may be found in 2 CFR, Parts 215-230 and OMB Circular A-102; E.O. 12372; and Uniform Administrative Requirements for Grants and Cooperative Agreements, 28 CFR, Part 66, Common Rule, that govern the application, acceptance, and use of federal funds for this federally-assisted project. The Applicant assures and certifies that:
- a. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
 - b. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.
 - c. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.



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- d. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 CFR Parts 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 CFR Section 175.15(b).
 - e. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 USC Section 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 USC Section 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 USC Section 4321).
 - f. If a governmental entity,
 - 1) It will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 USC Section 4601 et seq.), which governs the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - 2) It will comply with requirements of 5 USC Sections 1501-08 and Sections 7324-28, which limit certain political activities of state or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.
31. **Association of Community Organizations for Reform Now (ACORN):** The Applicant understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or sub-award to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of Office of Justice Programs.
32. **Confidentiality and Human Subjects Protection:** Applicant agrees to comply with the requirements of 28 CFR Part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject to informed consent.
33. **Civil Rights Compliance:** Applicant will comply with applicable federal civil rights laws, including Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Justice Department's regulation for the Equal Treatment of Faith-Based Organizations. Depending on the funding source, a recipient must also comply with the nondiscrimination provisions within the applicable program statutes, which may include the Omnibus Crime Control and Safe Streets Act of 1968, the Victims of Crime Act, or the Juvenile Justice and Delinquency Prevention Act. Collectively, these federal laws prohibit a recipient of Office of Justice Programs funding from discriminating either in *employment* (subject to the exemption for certain faith-based organizations discussed below; see "Funding to Faith-Based Organizations") or in the *delivery of services or benefits* on the basis of race, color, national origin, sex, religion, or disability. In addition, Office of Justice Program recipients may not discriminate on the basis of age in the delivery of services or benefits.

Compliance with Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of national origin in the delivery of services or benefits, entails taking reasonable steps to ensure that persons with limited English proficiency (LEP) have meaningful access to funded programs or activities. An LEP person is one whose first language is not English and who has a limited ability to read, write, speak, or understand English.

The Applicant will also comply, and will require any sub-grantees or contractors to comply, with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 USC Section 3789d); the Victims of Crime Act (42 USC Section 10604(e)); the Juvenile Justice and Delinquency Prevention Act of 2002 (42 USC Section 5672(b)); the Civil Rights Act of 1964 (42 USC Section 2000d); the Rehabilitation Act of 1973 (29 USC Section 794); the Americans with Disabilities Act of 1990 (42 USC Section 12131-34); the Education Amendments of 1972 (20 USC Sections 1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 USC Sections 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).

34. **Faith-Based Organizations (FBO):** The Applicant agrees to comply with Executive Order 13279 which relates to the fair treatment of Faith Based Organizations (FBO's). The Executive Order and regulations also prohibit FBO's from using Justice Department funding to engage in inherently religious activities, such as proselytizing, scripture study, or worship. *Please see the DPS Financial and Administrative Guide for more information.*

35. **Safe Streets Act:** The Applicant is aware that an organization which is a recipient of financial assistance subject to the nondiscrimination provisions of the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, 42 USC Section 3789d(c), or other federal grant program requirements, must meet two additional requirements: (1) complying with Federal regulations pertaining to the development of an Equal Opportunity Plan (EEO), 28 CFR Section 42.301-.308, and (2) submitting the OCR Findings and Discrimination (see 28 CFR Sections 42.205(5) or 31.202(5)).
36. **Suspension or Termination of Funding:** The Missouri Department of Public Safety, Office of the Director, reserves the right to suspend or terminate any contract entered into as a result of this application at its sole discretion and without penalty or recourse by giving written notice to the contractor. In the event of termination pursuant to this paragraph, all documents, data, and reports prepared by the contractor under the contract shall, at the option of the Missouri Department of Public Safety, Office of the Director, become property of the state of Missouri. The contractor shall be entitled to receive just and equitable compensation for work completed prior to the effective date of termination.
37. **Criminal Penalty for False Statements:** The Applicant understands false statements or claims made in connection with any Office of Justice Programs grant may result in fines, imprisonment, and debarment from participating in state and federal grants or contracts, and/or other remedy by law.

The Applicant must promptly refer to the Department of Justice, Office of Inspector General any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. Potential fraud, waste, abuse, or misconduct should be reported to the OIG and DPS by mail at:

Office of Inspector General
Office of Justice Programs and
Investigations Division
950 Pennsylvania Ave., N.W., Rm. 4706
Washington, D.C. 20530

Missouri Department of Public Safety
Office of the Director
Juvenile Justice Unit
P.O. Box 749
Jefferson City, MO 65102-0749

38. **Contract Renewal:** An award of contract, entered into as a result of this application, shall not bind or purport to bind the Department of Public Safety, Office of the Director, for any contractual commitment in excess of the original contract period contained in such an award of contract. However, the Department of Public Safety, Office of the Director, shall have the right, at its sole discretion, to renew any such award of contract on a year to year basis. Should the Department of Public Safety, Office of the Director, exercise its right to renew the contract, the renewal shall be subject to the terms set forth by the Department of Public Safety, Office of the Director, in the documents developed for such renewal. Failure to comply with such terms set forth by the Department of Public Safety, Office of the Director, will result in the forfeiture of such a renewal option.

Failure to comply with any of the foregoing certified assurances could result in

- a. Funds being withheld until such time as the contractor takes appropriate action to rectify the incident(s) of non-compliance or*
- b. The immediate termination of the award of contract.*

The applicant hereby certifies, by signature, acceptance of the terms and conditions specified or incorporated by reference herein, including those stated in the application packet, the DPS Financial and Administrative Guide, and the Office of Justice Programs Financial Guide.

Michael Matthes

Authorized Official Signature

Date

Kenneth Burton



Project Director Signature

6.2.14

Date

Missouri Department of Public Safety

Application

10797 - 2014 EUDL Funding Opportunity - Final

34653 - Columbia 2014 Enforcing Underage Drinking Laws Grant Enforcing Underage Drinking Laws Grant (EUDL)

Status: Submitted

Submitted Date: 04/30/2014 1:21 PM

Applicant Information

Primary Contact:

Name:*	Ms Title	Lisa First Name	Roland Last Name
Job Title:*	Financial management specialist		
Email:*	laroland@gocolumbiamo.com		
Mailing Address:*	600 East Walnut St		
Street Address 1:			
Street Address 2:			
*	Columbia City	Missouri State/Province	65201 Postal Code/Zip
Phone:*	573-874-7419		Ext.
Fax:*	573-449-3035		

Organization Information

Applicant Agency:*	Columbia, Police Department		
Organization Type:*	Government		
Federal Tax ID#:	436000810		
DUNS #:	071989024		
CCR Code:	4cee5	01/03/2015 Valid Until Date	
Organization Website:	gocolumbiamo.com		
Mailing Address:*	600 East Walnut St		

Street Address 1:**Street Address 2:**

City*	Columbia	Missouri	65201	4461
	City	State/Province	Postal Code/Zip	+ 4
County:*	Boone			
Congressional District:*	09			
Phone:*	573-874-7419			Ext.
Fax:*	573-874-1571			

Contact Information

Authorized Official

The Authorized Official should be the person who has the authority to enter the agency into a legally binding contract with the Missouri Department of Public Safety. The address for the Authorized Official should not be the same address as the Project Director unless they both occupy workspace at the same location.

Enter the contact information for the individual who has the authority to legally bind the applicant agency in a contract.

The Authorized Official and the Project Director cannot be the same person.

City Government- The Authorized Official is the mayor/city administrator. Exceptions to this requirement are the St. Louis Metropolitan Police Department and the Kansas City Police Department.

County Government- The Authorized Official is the presiding county commissioner/administrator.

College or University- The Authorized Official must be the person who can legally bind the college or university in a contract.

Authorized Official:*	Mr	Michael	Matthes
	Title	First Name	Last Name

Job Title:* City Manager

Agency:* City of Columbia

Mailing Address:* 701 E Broadway

Street Address 1:**Street Address 2:**

*	Columbia	Missouri	65201
	City	State	Zip Code

Email:* cityman@gocolumbiamo.com

Phone:* 573-874-7214

Ext.

Fax:* 873-442-8828

Project Director

The Project Director is the person who has direct oversight of the proposed project. For a law enforcement agency this is the chief of police, the sheriff, or director of public safety.

Project Director:*	Mr	Kenneth	Burton
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	Title	First Name	Last Name
Job Title:*	Police Chief		
Agency:*	Columbia Police Department		
Mailing Address:*	600 E Walnut St		
Street Address 1:			
Street Address 2:			
*	Columbia	Missouri	65201
	City	State	Zip Code
Email:*	kmburton@gocolumbiamo.com		
Phone:*	573-874-7404		
			Ext.
Fax:*	573-874-1571		

Fiscal Officer

The treasurer or comptroller for the applicant agency. This is generally the treasurer for a city or county.

Fiscal Officer:*	Mr	John	Blattel
	Title	First Name	Last Name
Job Title:*	Finance Director		
Agency:*	City of Columbia		
Mailing Address:*	701 E Broadway		
Street Address 1:			
Street Address 2:			
*	Columbia	Missouri	65201
	City	State	Zip Code
Email:*	jlblatte@gocolumbiamo.com		
Phone:*	573-874-7365		
			Ext.
Fax*	573-874-7761		

Project Contact Person

The Contact Person is the person who can answer day-to-day questions about the grant project. This section must be completed for EUDL.

Project Contact Person:	Mr	John	Gordon
	Title	First Name	Last Name
Job Title:	Lietutenant		
Agency:	Columbia Police Department		
Mailing Address:	600 E Walnut St		

Street Address 1:**Street Address 2:**

Columbia

Missouri

65201

City

State

Zip Code

Email: jmgordon@gocolumbiamo.com**Phone:** 573-874-7403

Ext.

Fax: 573-874-1571**Non-Profit Chairperson***N/A for EUDL Applications.***Non-Profit Chairperson:**

Title

First Name

Last Name

Job Title:**Agency:****Mailing Address:****Street Address 1:****Street Address 2:**

Missouri

City

State

Zip Code

Email:**Phone:**

Ext.

Fax

Project Summary

Application Type:**NEW** - the application is being submitted as part of a competitive bid process and is not currently funded by the Department of Public Safety.**RENEWAL** - the agency has specifically been notified of the opportunity to renew an existing contract.**CONTINUATION** - the application is being submitted as part of a competitive bid process to continue a project currently funded by the Department of Public Safety. Not applicable for EUDL.**EXPAND/ENHANCE** - the application is being submitted as part of a competitive bid process to specifically expand or enhance an existing project currently funded by the Department of Public Safety. Not applicable for EUDL.**Application
Type:*** Renewal**Current Contract Number(s):***List all active contract numbers as assigned by the Department of Public Safety relating to the proposed project. If you have more than one active contract number, separate each number by commas.*

Current Contract Number(s): 2010-11-EUDL-04

Program Category:

Select the type of operation included in this proposal. If more than one category will be included, press the Ctrl button, hold, and choose the other program category(ies).

Program Category:* Compliance Check Operations

Project Type:

Select the target population to be served by this project.

Project Type:* Local

Geographic Area:

Identify the geographic area to be served by the proposed project.

Geographic Area:* City of Columbia Missouri

Brief EUDL Project Summary Narrative:

Provide a brief summary of the proposed project and the services that will be offered. The brief summary should only be a few lines.

For Example:

The ABC Police Department is conducting a total of 15 separate operations in the areas of Compliance Checks and Bar Patrols. One Compliance Check will be conducted each month for six months, and 1one Bar Patrol check will be conducted each month for nine months for a total of 15 operations. Each of the city's 88 licensed businesses will be checked at least once during the project period.

EUDL Project Summary Narrative:* The Columbia Police Department is conducting approximately 12 compliance operations. The Columbia Police Department will also conduct approximately 6 special event operations targeting those events with a high probability of underage youth and alcohol venue. Compliance checks will be conducted through out the year and special event operations will be completed during special events that have a high potential of underage attendance with alcohol present.

Program Income Generated:

Program Income is defined as any income/revenue generated as a direct result of a grant-funded project.

Program Income Generated:* No

Statement of the Problem2014

Statement of the Problem *

Please explain the problems with and prevalence of underage drinking you are experiencing in your jurisdiction that indicate there is a need for this funding. Be sure to include

- a) a brief description of your department; including the number of commissioned officers employed,
- b) statistics on underage drinking charges, and
- c) any anecdotal information or other statistics that support the need for this funding.

If you are requesting to conduct Special Events or Controlled Party Dispersal/Party Prevention operations please provide a list that includes:

- a) the name of the anticipated special event or activity (i.e., County Fair, Graduation, Car Show, etc.,
- b) an estimated number of 21 and over attendees anticipated at each activity or event,
- c) an estimated number of under 21 youth who may be attending each activity or event,

- d) expected staffing needs,
- e) prior history of problems experienced with such event/activity in the past,
- f) anecdotal information or data that may support this request.

The Columbia Police Department is applying for this grant to fund overtime activities associated with targeting underage drinking, particularly those youth ages 12-20.

Columbia is the fifth-largest city in Missouri and the largest city in Mid-Missouri. With an estimated population of 102,324 in 2009 (an estimated ~20% increase since 2000), it is the principal municipality of the Columbia Metropolitan Area, a region of 164,283 residents. The city serves as the county seat of Boone County and as the location of the University of Missouri, Columbia College, and Stephens College which adds over 30,000 people to the population each school year. In addition to the colleges, Columbia is home to 3 public high schools and 6 public junior high/middle schools with approximately 7967 students who are between the ages of 12 and 18 years. During the last US Census in 2010 there were approximately 42,000 households out of which 25.8% had children under the age of 18 living with them. The population was spread out with 28.7% under the age of 18 and 29% from age 18 to 24 years. The median income for household in the city was \$41,381 and the median income for a family was \$65,111. [US Census Data]

There are many opportunities for youth ages 12 to 20 to obtain alcohol within the corporate limits of Columbia. Although many youth have some guardian support and supervision to assist in preventing underage drinking, approximately 75% of the students attending colleges in Columbia live off-campus and all of them, including other youth in Columbia, have access to the more than 250 licensed drinking establishments and package liquor stores located in the city. An estimated 55% of college students in Columbia are under the age of 21.

The Columbia Police Department understands that tragic health, social, and economic problems result from the use of alcohol by youth and wishes to curb underage drinking in Columbia. Underage drinking cost the citizens of Missouri \$1.4 billion in 2007 [<http://www.udetc.org/factsheets/Missouri.pdf>]. These costs include medical care, work loss, and pain and suffering associated with the multiple problems resulting from the use of alcohol by youth. Youth violence and traffic crashes attributable to alcohol use by underage youth in Missouri represent the largest costs for the State. [Underage Drinking Costs. (n.d.). *Underage Drinking Enforcement Training Center Home Page*. Retrieved December 10, 2009, from <http://www.udetc.org/UnderageDrinkingCosts.asp>]

Underage drinking in Missouri leads to substantial harm to the public in the form of traffic crashes, violent crime, property crime, unintentional injury, and risky sex. During 2007, an estimated 48 traffic fatalities and 1,600 nonfatal traffic injuries in Missouri involved an underage drinking driver. In 2006, an estimated 48 homicides; 21,900 nonfatal violent crimes such as rape, robbery and assault; and 43,200 property crimes including burglary, larceny, and car theft involved an underage drinking perpetrator. In 2006, an estimated 7 alcohol involved fatal burns, drowning, and suicides involved underage drinking. In 2006, an estimated 3,900 teen pregnancies and 18,100 risky sexual acts by teens involved alcohol. [Produced by the Pacific Institute for Research and Evaluation (PIRE) with funding from the Office of Juvenile Justice and Delinquency Prevention (OJJDP), November 2009.]

The Columbia Police Department understands that young people who begin drinking before age 15 are four times more likely to develop alcohol dependence and are two and a half times more likely to become abusers of alcohol than those who begin drinking at age 21. [Grant, B.F., & Dawson, D.A. (1997). Age at onset of alcohol use and its association with DSM-IV alcohol abuse and dependence: Results from the Nation Longitudinal Alcohol Epidemiologic Survey. *Journal of Substance Abuse* 9: 103-110.] In 2007, 1,040 youth 12-20 years old were admitted for alcohol treatment in Missouri, accounting for 7% of all treatment admissions for alcohol abuse in the State. [Office of Applied Studies, Substance Abuse and Mental Health Services Administration. Treatment Episode Data Set (TEDS). (2007). *Substance Abuse Treatment by Primary Substance of Abuse, According to Sex, Age, Race, and Ethnicity*.]

Alcohol abuse and underage drinking is widespread in Missouri and Columbia is not immune to this statewide problem. A table showing alcohol-related arrests made by the Columbia Police Department

from 01/01/11 to 07/31/11 can be furnished upon request.

The Columbia Police Department has also asked what we call a "last drink" question for everyone arrested for an alcohol related offense. This question asks the offender where they had their last drink. Results for the past several years can be furnished upon request.

Our data for arrest for minor in possession and selling to minors has increased over the past seven years. A table can be furnished upon request. The drastic increase in arrests for selling to minors during 2008 can be attributed to the widespread use of compliance checks for the first time. Such a high failure rate indicates minors in Columbia have relatively easy access to alcohol. As the data trend shows, the implementation of compliance checks and the associated enforcement caused a decline in numbers of arrest for selling to minors in 2009 and subsequent years thereafter. The number of Minor in Possession arrests continue to rise due to a dedicated unit of 5 police officers that enforce liquor and other laws in the downtown area of Columbia—a highly populated area of bars and liquor-serving establishments.

The University of Missouri Wellness Resource Center has numerous programs to deal with a wide variety of topics to include underage and high-risk (binge) drinking. They conduct extensive research and data collection related to these topics. Their data validates our level of concern that underage drinking is a problem in Columbia and supports our need for funding to conduct compliance check operations. The Wellness Resource Center completed a survey in 2010 comparing the drinking habits of University of Missouri students to the drinking habits of all Missouri college students. These results can be furnished upon request. Overall the data shows that University of Missouri students are engaging in high risk drinking at a far higher rate than that other Missouri youth.

This data indicates that students at the University of Missouri have more dangerous drinking habits than the average Missouri college student. The Wellness Resource Center conducted a survey in 2011, that shows alarming numbers when it comes to high risk drinking.

- Nearly half of the students' survey admitted to engaging in binge drinking (46%).
- 19% of students report having been injured or hurt while drinking, that's 176 students.
- 23% of students report having driven after drinking, only 1% of those admit to having been arrested for DWI.
- Over ¼ of drinkers report having missed class the next day due to drinking (26%).
- Over 1/3 of all students surveyed report having blacked out while drinking (36%).

In addition to this data, the Missouri College Health Behavior Survey completed by the Wellness Resource Center in 2011 asked University of Missouri students under the age of 21 how they obtained alcohol. The results of this survey are as follows:

- 59% have a friend age 21 or older buy alcohol for them.
- 9% have a form of false identification.
- 13% have family members purchase alcohol for them.
- 8% are able to be served at bars because they know someone who works there.
- 14% go to places where they know identification will not be checked.

The newest data is alarming in that it indicates increases in destructive alcohol usage, especially among students under the age of 21. The Columbia Police Department would like to help reduce the number of abusers of alcohol by assisting in the effort to curb underage drinking and to take appropriate enforcement and prevention action against those youth that engage in underage alcohol use and would like to further that enforcement action to those businesses and individuals that encourage, contribute to, and allow underage drinking to continue to be a problem in Columbia.

During the time period between 2000 and 2011, however, the population increase has not been able to be matched by the Columbia Police Department, in respect to manpower and other resources, at the same rate as the growth of the city. The inability to match the increase in population means that the department simply does not have the resources available to focus on underage drinking enforcement campaigns without additional assistance from outside sources.

The Columbia Police Department is comprised of approximately 160 sworn police officers. Approximately 85 of those positions are police officers assigned to the patrol division. The other approximately 75 positions include detectives, supervisors, and members of specialty assignments. The EUDL grant funds would allow the Columbia Police Department to pay for officers to work in operations to enforce alcohol related laws through the use of compliance checks. Routine, comprehensive compliance checks are the key strategy for deterring commercial alcohol sales to minors. They involve the use of underage buyers by law enforcement agencies to test retailers' compliance with laws regarding the sale of alcohol to minors. Retailers who do sell to the underage buyer are then cited or arrested. [UDETC]

The Columbia Police Department has chosen to use the compliance check as the main operation of grant funds due, in part, to the following information provided by the UDETC and OJJDP. We intend to conduct approximately 6 business checks per 4 hour operation. We believe that this type of operation is important for many reason, one of which being that the most recent data from the University of Missouri Wellness Resource Center indicates 8% of minors are served at bars and another 14% are able to purchase alcohol at places where they know their identification will not be checked. Illegal sales to minors can be prevented, but most communities need valid information in order to do the most effective job of prevention. Compliance Check Operations can provide this information. They also:

- Tell us who is selling to minors and how often
- Raise community awareness and build support for reducing sales to minors
- Inform merchants that they are being monitored by the community
- Aid law enforcement
- Help monitor the impact of prevention strategies

1.1 Statement of the Problem: Special Events

In addition to Compliance Checks, the City of Columbia is home to many festivals, University of Missouri sporting events, Show-Me State Games, and countless other special events that are hosted within the city limits of Columbia. OJJDP and UDETC advocate for a balanced and comprehensive approach to enforcing underage drinking. We are seeking funds for Special Event details to target underage drinkers that seek these types of events to gain easy access to alcohol. This is a new endeavor for the Columbia Police Department as we have not traditionally had the resources necessary to adequately monitor alcohol service at these events. As our compliance check failure rates have dramatically and continually improved, we have noted that special events may be an avenue that youth are gaining access to alcohol. In speaking with local hospital emergency room staff and emergency medical service personnel on ambulances we have gleaned that special event weekends, such as home MU football games, have an associated increase in treatment of alcohol-related incidents concerning all alcohol consumers; including underage drinkers.

It is not uncommon to have several special events occurring at the same time in Columbia. Special events are a concern for the Columbia Police Department because they are typically events that are free to the public and draw large numbers of people, however, do not provide the necessary funding to hire adequate police officers to safely police the events, much less have enough officers on duty to actively look for and take enforcement action against those selling alcohol to minors and those selling to minors and intoxicated patrons.

Some examples of special events hosted, which may lend themselves as easy access points for underage youth to obtain alcohol, are: Roots-n-Blues-n-Barbeque, which is a two-day event with outdoor alcohol venues and attendance estimated at over 50,000, many of which are youth; Summerfest, a Wednesday night concert series hosted in the street of a closed city block (this event often hosts bands that target youthful age groups such as 12-20); and University of Missouri Football games and the outdoor venues that host tailgate parties often are attended by youth ages 17-20.

Non-Supplanting Statement 2014

Non-Supplanting*

Federal and/or state funds cannot be used to supplant, or take the place of, an agency's existing state or local funding. Federal and/or state funds must be used to supplement existing funds and not substitute local or state funds that have been appropriated or would otherwise be spent for the same purpose. Federal and/or state funds cannot be utilized to cover existing costs that would otherwise be paid through other sources of funding.

Provide a statement to ensure that the agency understands supplanting and that, if awarded the use of EUDL funds would not result in supplanting.

The City of Columbia has reviewed the non-supplanting requirements of the Enforcement of Underage Drinking Laws (EUDL) program. Specifically, we acknowledge that federal EUDL funds will be used to supplement existing funds and not substitute or replace local or state funds that have been appropriated or would otherwise be spent for the same purpose. We also indicate that we understand if supplanting of state or local funds occurs, the Missouri Department of Public Safety may take corrective action as it deems necessary, up to and including the termination of our agency's EUDL contract and the requiring our repayment of all or a portion of EUDL funds reimbursed to our agency during the EUDL contract period.

Audit Requirements

Date last audit was completed:*	01/27/14
Date(s) covered by last audit:*	10/01/12-09/30/13
Last audit performed by:*	McGladrey
Phone number of auditor:*	816-751-4027
Date of next audit:*	01/2014
Date(s) to be covered by next audit:*	10/1/13-09/30/14
Next audit will be performed by:*	Not yet identified

Total amount of financial assistance received from all entities, including the Missouri Department of Public Safety, during the date(s) covered by your agency's last audit, as indicated above.

*The **Federal Amount** refers to funds received directly from the Federal Government or federal funds passed through state agencies.*

*The **State Amount** refers to funds received directly from the State of Missouri, not including federal pass-thru funds.*

Federal Amount:*	\$20,679,659.00
State Amount:*	\$463,778.00

Underage Undercover Operative Stipends

Name (or tbd)	Pay Rate Per Hour	Number of Hours	Total Cost	Total
TBD	\$12.00	72.0	\$864.00	\$864.00
			\$864.00	

Underage Undercover Operative Stipend Justification

Undercover Underage Operative Stipend Justification*

In this section, describe your agency's policy to pay stipends to undercover, underage operatives. Explain how they will be paid (i.e., check, EFT, cash) for hours worked during Compliance Operations.

Provide justification for the requested funds.

For example: The individual(s) we plan to utilize are yet to be determined, but we anticipate utilizing underage, undercover operatives for 20 hours @ \$12/hour during the contract period for a total of \$240 in Stipends.

OR

We anticipate utilizing two underage, undercover operatives for a total of 22 hours at \$12/hour for a total of \$264 in Stipends. We will utilize John Doe for 10 hours @ \$12/hour=\$120 and Jane Doe for 12 hours @ \$12/hour=\$144.

We anticipate utilizing two underage, undercover operatives for a total of 72 hours at \$12/hour for a total of \$864 in Stipends.

Officer Overtime Only

Name (or tbd)	Title	Hourly Overtime Rate of Pay (or the average)	Number of Hours	Total Cost
Various Officers	Police Officer	\$32.00	264.0	\$8,448.00
Various Sergeants	Police Sergeant	\$45.00	72.0	\$3,240.00
				\$11,688.00

Officer Overtime Only Justification

Officer Overtime Justification*

In this section, describe the agency's policy to pay for hours worked beyond an officer's regular schedule (overtime). Provide justification for the requested funds. If you have included any averages in the budget, you MUST include the method you used to calculate such in this section.

In this section, describe the agency's policy to pay for hours worked beyond an officer's regular schedule (overtime). Provide justification for the requested funds.

The Columbia Police Department will conduct approximately 12 compliance check operations spread out over the course of the grant period with emphasis placed during times and dates when college students are present and/or times when the greatest amount of minors ages 12-20 are seeking access

to alcohol. The normal operating budget of the Columbia Police Department does not have sufficient funding to allow compliance check operations to be conducted as part of its normal police activity. Without assistance from the EUDL grant, the Columbia Police Department will be unable to conduct the compliance checks.

During each Compliance Check operation, the Columbia Police Department would ideally use the following personnel:

(1 sergeant for each operation)(\$45 per hour for each sergeant)(4 hours per operation)(12 total operations) = **\$2160**

(3 officers for each operation)(\$32 per hour for each officer)(4 hours per operation)(12 total operations) = **\$4608**

Total Officer/Sgt Cost = **\$6768**

The Columbia Police Department will conduct approximately 6 special event operations spread out over the course of the grant period with emphasis placed during times and dates when college students are present and/or times when the greatest amount of minors ages 12-20 are seeking access to alcohol. The normal operating budget of the Columbia Police Department does not have sufficient funding to allow special event operations to be conducted as part of its normal police activity at every special event. Without assistance from the EUDL grant, the Columbia Police Department will be unable to be present at each of the special events.

The Columbia Police Department plans on conducting special event operations during University of Missouri home game tailgates, Summerfest concerts, and during the Roots and Blues and BBQ festival in downtown Columbia.

During each Special Event operation, the Columbia Police Department would ideally use the following personnel:

(1 sergeant for each operation) (\$45 per hour for each sergeant)(4 hours per operation)(6 total operations) = **\$1080**

(5 officers for each operation) (\$32 per hour for each officer)(4 hours per operation)(6 total operations) = **\$3840**

Total Officer/Sgt Cost = **\$4920**

Officer Benefits (Overtime Only)

Name (or tbd)	Average Agency Total Cost	Agency Average Benefit Rate	Benefit Total	Total Benefits Cost
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Officer Benefits Overtime Only Justification

Total Budget

Undercover Operative
Stipend Total: \$864.00

Personnel Overtime
Total: \$11,688.00

Personnel Benefit Total: \$0.00

Total Project Cost: \$12,552.00

EUDL Certified Assurances

To the best of my knowledge and belief, all data in this application is true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant attests to and/or will comply with the following Certified Assurances if the assistance is awarded:

2014 EUDL Certified Assurances

I am aware that failure to comply with any of the Certified Assurances could result in funds being withheld until such time that I, the recipient, take appropriate action to rectify the incident(s) of non-compliance.

**I have read and agree to
the terms and conditions
of the EUDL Grant
Program. *** Yes

Your typed name as the applicant authorized official, in lieu of signature, represents your legally binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application. You must include your title, full legal name, and the current date.

Title:* City Manager

**Authorized Official
Name:*** Michael Matthes

Date:* 04/24/2014

Required Attachments

Attachment	Description	File Name	Type	File Size
Agency Organizational Chart	Columbia MO Police Dept Organizational Chart	CPDOrgChart04302014.pdf	pdf	70 KB
Agency Overtime Policy	City of Columbia Overtime Policy	Chap19-Overtime.pdf	pdf	53 KB
Memorandum of Understanding (if applicable)				